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FILE _Training 6_

3 1 AUG 1966

MEMORANDUM FOR: Training Officer, Office of Logistics

Willie:

STATINTL

I have reviewed the attached Training Requests submitted
by[   ]and agree that you are quite right to question them. Nevertheless,
I would be inclined to endorse all of them.

The ADP Orientation offered by the Civil Service Commission
is a good general introduction and offers a reasonable background for any other
courses he might plan to take. He should take this one in any case.

The Orientation Course is prerequisite (suggested) to the
System Analysis Seminar offered by the Civil Service Commission in eight sessions
over a period of about eight weeks. These are currently scheduled so[   ]will   STAT
complete the Orientation 23 September and begin the System Analysis Seminar one
week later, offering a desirable continuity.

The Department of Agriculture course is, of course,
academic and covers a full academic semester part time after hours. It differs
from the ADP Orientation in that it covers a broader range of ADP subject matter
in much greater depth. As a matter of fact, I would consider that the Civil Ser-
vice Commission Orientation Course might be viewed as a reasonable introduction
and foundation for the course at the Department of Agriculture.

In short, if any of the proposed training for [   ] is to be   STAT
scratched, I believe I would tend toward scratching the RCA Course. This course
is heavily oriented toward hardware and, in particular, RCA hardware and from
that point of view is probably slightly less desirable than the Civil Service Systems
Analysis Course which has more of the kind of system orientation that we are
interested in. In any case, it might be just as well for[   ]to get the full exposure STATINTL
to all of these courses for purposes of getting a well-rounded picture.

With regard to funds, as you know I have no organizational
structure, no T/O, and no budget. I must, therefore, look to the offices to spon-
sor the training for employees they have detailed to this Task Force. However, if

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funds are a problem I may be able to find a way to make some available from the budget of the Immediate Office of the Deputy Director for Support.

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Att

SA-DD/S:RHW:dek (31 Aug 66)
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